



*"Building with Christ"*

# The Parochial Church Council of the Ecclesiastical Parish of St Mary the Virgin, Baldock

Registered Charity No. 1133060

## Annual Report and Financial Statements for the year ended 31<sup>st</sup> December 2023

**Rector (From 13 September 2023)**

The Reverend Phillipa Maddox  
The Rectory  
9 Pond Lane  
Baldock

**Treasurer**

Steve Thomas  
38 High Street  
Baldock

**Principal Bankers**

Lloyds TSB  
Bancroft  
Hitchin

**Independent Examiner**

Geoff Mann FCIE  
Dee House  
Highworth Avenue  
Cambridge

**Church Contact Details**

<http://www.stmarysbaldock.org.uk>

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## **Annual Report of the Parochial Church Council for 2023**

### **Aim and Purposes**

The Parochial Church Council of the Ecclesiastical Parish of St Mary the Virgin, Baldock (PCC) has the responsibility of cooperating with the incumbent, the Reverend Phillipa Maddox, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the maintenance of the Church and the Church Hall.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St. Mary's. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, the incumbent and the PCC have considered the Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of St. Mary's and the Church Hall.

### **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Mary's the membership of the PCC consists of the incumbent (Rector), readers, churchwardens and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services/members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

In addition to the Annual Parochial Church Meeting, the full PCC met four times during the year - in February, June, September and November. Given its wide responsibilities, the PCC has a number of committees each dealing with a particular aspect of parish life. These committees which include standing, finance, stewardship, fabric, worship, sustainability and mission, are all responsible to the PCC and report back to it regularly with minutes of their deliberations being received by the full PCC and discussed as necessary.

The Friends of St. Mary the Virgin, Baldock (Registered Charity: 1117542) is a separate charity with the aim of raising money for the maintenance and restoration of the fabric of the church buildings. The Friends of St Mary's (FOSM) committee met every 8 weeks or so throughout the year, principally to plan the fundraising events to assist the church maintenance and repairs and grow membership.

## **Achievements and Performance**

Using the Parish Profile, written and approved by the PCC in autumn 2022, and following the advertisement on the Diocese of St Albans' vacancy page, a day was held in February 2023 to interview 3 candidates for the post of Rector of Baldock with Bygrave. Care was made that each candidate did not meet or see each other as they rotated round various "tasks" : leading a prayer group, taking a Q & A session at one of the church schools (St Mary's Junior), having a chance to meet other ministers in the deanery and see around both churches, plus a formal interview led by Bishop Jane and Archdeacon Janet. As a result of this day we were delighted that Reverend Phillipa Maddox, from All Saints Leavesden, accepted our offer of the post, with the planned start date in September 2023.

This gave a much-needed boost to the congregation, who could now see light at the end of the vacancy tunnel, which continued to be a time of "keeping Church going", led by the considerable efforts of our Church Administrator, Alex Milne, Church Warden David Morgan and Reader Katrina Nice.

## **Worship and Prayer**

We continued in "vacancy mode" for eight and a half months of 2023, very gratefully receiving help from a number of retired clergy to lead Eucharistic services on Sundays and Wednesdays, with our Reader, Katrina Nice stepping in 4 times to lead an Service of Worship with Communion by Extension at 8am and 4 non eucharistic services

Almost all services now have a PowerPoint presentation for all the words and hymns instead of service booklets and hymn books, which are however still available for those who wish or are sitting in the side aisles where the screen is less visible.

Even in the vacancy we continued to hold Tiny Tots Singalong on Wednesday mornings every week except in school holidays, Evening Prayer on Zoom on 3 days a week and a contemplative prayer session on Zoom once a week. A monthly prayer group also now meet after the service on the 2nd Sunday of the month led by Agnes Balmer, who is exploring her vocation.

At present we have 114 parishioners on the Church Electoral Roll.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services, friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

## **Missions**

As Christians we are called to give to build the Kingdom of God. Giving through our church is one of the ways we can do this.

The Missions Committee meets four times a year to allocate funds to support the work of charitable organisations. We receive £1000 a year from the PCC.

Rather than give small amounts to lots of charities, we aim to give larger sums to a local, a national and to an international charity each time we meet. In the past few years we have supported North Herts Homestart, and Foodbank locally, the Church Army, Shelter and Church Urban Fund, nationally, and Christian Aid, Water Aid and Morocco Earthquake Appeal internationally, among others. The charities we chose at our latest meeting were Foodbank (£150), USPG (£150), Christian Aid Ukraine Appeal (£100) and Unicef Gaza Emergency Appeal (£100).

Our church also gives money to Hazel and Martin, our missionaries in Argentina, through Latin Link.

All our Christmas collections go to homeless charities.

## **Deanery Synod**

Three members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church.

## **Pastoral Care**

St Mary's Church Hall continues to host biweekly Foodbank distribution sessions, run by an ecumenical group in Baldock, part of the International "Trussell Trust" Foodbank organisation.

St Mary's has a team of people who celebrate Communion with those who are housebound and church services have now resumed in most care homes and this is much appreciated by the residents.

There are volunteers who help with pastoral and bereavement follow-up care. Unfortunately, the annual "In Loving Memory" commemoration service was postponed from November to January 2023, due to sickness, but, as in previous years, was much appreciated by those who attended.

Several people support families who are bringing their child to be baptised, providing a friendly link with the church through visiting and assisting at the baptism service.

Messy Church continued to be held monthly in the Church Hall starting at 11:45 with a hot meal, with crafts being integrated with worship throughout the session. Since Emma left in June, only the September session with the A Rocha speaker was held, because of the pressures of the vacancy. It is planned to have Messy Church bi-monthly in 2023 if possible.

The After-Hours group for teenagers run by our ordinand and another church member continued to meet monthly until Emma left, and then enjoyed meeting up and being involved in the 9 Lessons and carols service in December.

## **St. Mary's Church Fabric**

Following last year's completion of the works to the Nave and Chancel roof, no major capital projects were undertaken in 2023.

Now that the building is dry, however, we will be able to proceed with the installation of the new chancel carpet that we had committed to previously, with the faculty already in place. Discussions to move this forward have taken place and the carpet will be laid in 2024.

Routine maintenance and annual inspections we completed throughout the year and driven by Chris and Sheila Page, thorough and comprehensive cleaning of both the church and the church hall, was undertaken, more regularly, an initiative that will be carried forward into 2024 too.

## **St. Mary's Church Hall**

The drainage problems with the kitchen continued in the early part of 2023, with the problem finally resolved by a power flush which, it seems has resolved the blockage once and for all.

Hall bookings and events that call for catering have increased and it is not a coincidence that hall revenue has improved throughout the year.

The hall continues to be an area which requires investment and this should be given due consideration, as we review our priorities and set spending plans for the year ahead.

## **Sustainability Committee**

The Eco Group was set up in September 2015 with the aim of helping St Mary's Church and individuals to reduce their carbon footprints.

The church is a member of the A Rocha (Christian environmental charity) Eco Church Awards scheme, working towards our goal of becoming net zero carbon ourselves by 2030 in line with the Church of England's aims. This involves gaining points across 5 categories - Worship, Buildings, Outdoor Space, Community and Global Engagement, and Lifestyle, by adopting climate friendly policies in each.

We continue to work towards our silver award, having an Eco stand in church and posting an Eco tip every week- sharing this more widely throughout the deanery, have had a stall at both Baldock Eco Fests in 2023 with eco crafts to engage children, took part in Living Churchyards with a bioblitz afternoon, promoted "no Mow May" to encourage people to leave wild areas in their own gardens to help biodiversity and again took part in Rotary's "Open Gardens" in May. It was more difficult to maintain both churchyard bee gardens during the vacancy but that may have proved beneficial to small bugs and biodiversity!

## **Church Schools & Junior Church**

Weekly whole school assemblies (collective worship) continued at both Infant and Junior schools, the leading shared by Katrina Nice (Infants) and Andrew Clark (Juniors). Our new incumbent Rev Phillipa has taken on alternate weeks. Collective Worship at both schools since she started in mid-September, which is much appreciated.

Rev Phillipa and several members of the congregation are governors at both schools and Rev Phillipa has a lot of involvement with both schools. Mrs Rosemary Charsley has continued as Chair of Governors at the junior school.

Junior Church was held with 2 sessions per month during term time (not running on Messy Church or All Age service Sundays). We have no Junior Choir at present.

## **Community Sponsorship**

Following acceptance from the Home Office, in November 2018 we welcomed a Syrian refugee family under the government scheme and rejoiced with them when they all received their Indefinite Leave to Remain status in December 2023, after 5 years residency here. They have settled into Baldock well, with the children attending St Mary's Infant and Junior schools, and now the 2 eldest boys moving on to Knights Templar. The adults are continuing to make progress in English and have had some sessions of work experience. A team of volunteers, continues to support the family with visits to the doctors (less needed now that there is an Arabic speaking GP at the practice) job-centre and conversation practice, while trying hard to make them more independent as time progresses.

## **Safeguarding Policies - children, young people and vulnerable adults**

At St Mary's Baldock our continued aim is to create an environment which is welcoming, respectful and enables safeguarding concerns to be raised and responded to openly, promptly and consistently. Our goal is to create an environment where safeguarding is everybody's concern. With the installation of our rector Reverend Phillipa Maddox we are in the process of completely overhauling the way safeguarding is managed within our church.

In November 2023 we ran a Sunday morning service dedicated to safeguarding, with the aim of highlighting that it is everyone's responsibility and informing the congregation of who the safeguarding team are. Our Safeguarding policy has been reviewed and brought up to date and has been formally adopted by the PCC. This document is made available to all Church groups and individuals and is available on our website in line with Diocesan guidelines. We have updated our safeguarding records which allows us to keep track of any lapsed training and prompt the relevant persons to complete the required training in a timely manner. Many of the safeguarding training sessions are now available as online courses, allowing for more flexibility in completing them at a time that suits each individual. We are also offering group training to help those who may have difficulties completing these courses online. We are using the Parish Dashboard on a regular

basis and are in the process of bringing this up-to-date. This is a valuable resource which can be used to generate safeguarding reports at the click of a button, which will enable us to focus on any gaps that need addressing in our safeguarding records.

Chris Caine remains the parish safeguarding officer with Jennifer Woolnough overseeing DBS checks.

### **General Data Protection Regulation**

The General Data Protection Regulation have continued to be in place and monitored by Alex Milne. All emails sent out by the church go out blind copied and all recipients have signed to agree for their details to be included in our distribution list. Designated email addresses have been set up for Messy Church and Hall Bookings.

## Financial Review

### General Fund

At the start of 2023, the General Fund held £75,123 but during the year this reduced by £23,140 to finish at £51,983. Many of the changes over the year reflect the financial climate in general. The key points in 2023 were:

- Regular planned giving fell markedly, by £13,847, and totalled £48,351 in the year.
- Incoming fees for weddings, baptisms and funerals remained steady, with just two weddings in the year
- Church management and administration costs were broadly similar to last year, with staff salaries increasing slightly in line with inflation..
- Physical attendance at Church has remained steady, and with loose collections at services amounting to £2,831 from £2,383 in 2022. Contactless donations (included in the total for *Donations, appeals, subscriptions*) amounted to a further £895.
- We omitted to distribute the money collected at Christmas 2022. This has been identified and ringfenced for distribution to homeless people's charities along with the money collected at Christmas 2023 (approximately £3,500 in total).

### Church Hall Fund

The Church Hall made a profit of £1,566 in 2023 after a loss of £460 in 2022. This improved position is a consequence of the increasing use of the hall by external organisations. The Church Hall Fund now stands at £6,580.

### Restricted Funds

The PCC currently holds £86,519 (£74,300 in 2022) in surplus Restricted Funds.

- Much of this money is held within the Fabric Fund. At the end of 2023 this held a total of £40,711 (2022 £40,483).
- The Sound System Fund has been renamed as the Audiovisual Systems Fund to include the streaming equipment purchased this year – fees are charged for the use of this system at weddings and funerals. This fund currently has a balance of -£2,425 after we replaced a number of microphones, but is receiving a grant in 2024 from Hertfordshire County Council.
- The Community Sponsorship Fund currently holds £1,198 (£1,573 in 2022). The reduction is due to a contribution to the payment of 3 months' rent to the 15 Houses Charity for 79 Hillcrest, and insurance payments.
- A new Fund - Nave & Chancel Roof - was created in 2021 to hold funds for the next phase of restoration work. This currently holds £36,590 (20,422 in 2022). Some of this will need to be held until 2024 to settle the final retention payment.

### Liabilities

The total liabilities of the PCC at the end of 2023 were £8,206 (£76,718 in 2022). This includes the Quarter 4 parochial fees, December utilities invoiced but not paid, and the two years' Christmas collections. All of these liabilities will be settled within the first quarter of 2024.

### Reserve Policy

The reserves policy for unrestricted funds should cover the following items in the priority listed (all items rounded to nearest hundred pounds):

1. Funding to cover six months of critical expenditure as below:
  - a. Heat, Light and Water for Church and Hall (£10,000 as of 31/12/2023)
  - b. Insurance Payments for Church and Hall (£4,400 as of 31/12/2023)
2. Funding to cover two months of critical expenditure as below:
  - a. Salaries (£2,400 as of 31/12/2023)
3. Funding to cover one month of general expenditure (£7,900 as of 31/12/2023)



4. Cover for Emergency Repairs (e.g., Theft of Lead, Roof Repairs) (estimated at £30,000)

Total Reserve Funds required to meet the policy as of 31 December 2023 is £54,700.

Unrestricted General and Designated funds are £58,563, which could be used to cover this.

## Administrative Information

St Mary The Virgin is situated in Hitchin Street, Baldock. It is part of the Diocese of St. Albans within the Church of England. The Parochial Church Council is a registered charity within the Charity Commission. Registered Charity No. 1133060.

The PCC members who have served between 1<sup>st</sup> January 2023 and 31<sup>st</sup> December 2023 were:

|                                   |                           |                             |               |
|-----------------------------------|---------------------------|-----------------------------|---------------|
| Rector:                           | The Rev'd Phillipa Maddox | From Sept 2023              |               |
| Churchwardens:                    | Mr D Morgan               | From APCM 2023 to APCM 2024 |               |
| Representatives on Deanery Synod: | Mr A Clark                | Until APCM 2026             | Secretary     |
|                                   | Mrs K Nice                | Until APCM 2026             | Reader        |
|                                   | Mr M Muir                 | Until APCM 2026             |               |
| Elected Members:                  | Mrs C Caine               | Until APCM 2025             |               |
|                                   | Mr S Thomas               | Until APCM 2025             | Treasurer     |
|                                   | Mr C Page                 | Until APCM 2026             |               |
|                                   | Mr P Dougal               | Until APCM 2026             | Vice Chairman |
|                                   | Mrs A Balmer              | Until APCM 2026             |               |
|                                   | Mr P Joslin               | Until APCM 2023             |               |

Signed on behalf of the PCC

.....*Phillipa Maddox*.....

Date .....14<sup>th</sup> April 2024.....

PHILLIPA MADDOX (PCC CHAIR)

STATEMENT OF FINANCIAL ACTIVITIES  
For the year ended 31 December 2023

|  | Note | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>2023<br>£ | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>2022<br>£ |
|--|------|----------------------------|--------------------------|-----------------------------|----------------------------|--------------------------|-----------------------------|
| <b>INCOMING RESOURCES</b>                                      |      |                            |                          |                             |                            |                          |                             |
| Incoming resources from donors                                 | 2(a) | 74,723                     | 25,473                   | 100,196                     | 98,843                     | 268,428                  | 367,271                     |
| Other voluntary income   | 2(b) | 1,105                      | -                        | 1,105                       | 2,970                      | -                        | 2,970                       |
| Income from charitable and ancillary trading                   | 2(c) | 18,704                     | -                        | 18,704                      | 19,053                     | -                        | 19,053                      |
| Income from investments  | 2(d) | 1,674                      | 268                      | 1,942                       | 534                        | 236                      | 770                         |
| <b>TOTAL INCOMING RESOURCES</b>                                |      | <b>96,206</b>              | <b>25,741</b>            | <b>121,947</b>              | <b>121,400</b>             | <b>268,664</b>           | <b>390,064</b>              |
| <b>RESOURCES USED</b>  |      |                            |                          |                             |                            |                          |                             |
| Missionary and charitable giving                               | 3(a) | -                          | 6,038                    | 6,038                       | -                          | 6,495                    | 6,495                       |
| Activities directly relating to the work of the church         | 3(b) | 101,182                    | 9,942                    | 111,465                     | 96,517                     | 254,906                  | 351,423                     |
| Fund raising and publicity                                     | 3(c) | -                          | -                        | -                           | 294                        | -                        | 294                         |
| Church management and administration                           | 3(d) | 13,799                     | -                        | 13,799                      | 12,838                     | -                        | 12,838                      |
| <b>TOTAL RESOURCES USED</b>                                    |      | <b>114,981</b>             | <b>15,980</b>            | <b>131,302</b>              | <b>109,649</b>             | <b>261,401</b>           | <b>371,050</b>              |
| <b>NET INCOMING RESOURCES</b>                                  |      | <b>(18,775)</b>            | <b>9,761</b>             | <b>(9,355)</b>              | <b>11,751</b>              | <b>7,263</b>             | <b>19,014</b>               |
| Transfers between funds  | 4    | (2,800)                    | 2,800                    | -                           | (3,318)                    | 3,318                    | -                           |
| <b>NET MOVEMENT IN FUNDS</b>                                   |      | <b>(21,575)</b>            | <b>12,561</b>            | <b>(9,355)</b>              | <b>8,433</b>               | <b>10,581</b>            | <b>19,014</b>               |
| BALANCES BROUGHT FORWARD AT<br>1 JANUARY 2023 (2022)           |      | 80,138                     | 74,300                   | 154,437                     | 71,705                     | 63,718                   | 135,423                     |
| <b>BALANCES CARRIED FORWARD AT<br/>31 DECEMBER 2023 (2022)</b> |      | <b>58,563</b>              | <b>86,861</b>            | <b>145,082</b>              | <b>80,138</b>              | <b>74,299</b>            | <b>154,437</b>              |

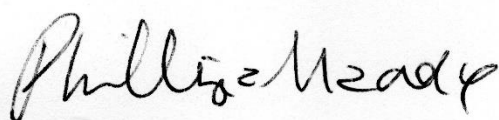
The notes on pages 13 to 18 form part of these financial statements

**BALANCE SHEET**  
As at 31 December 2023

|                                     | Note     | 2023<br>£      | 2022<br>£      |
|-------------------------------------|----------|----------------|----------------|
| <b>FIXED ASSETS</b>                 | <b>5</b> |                |                |
| Tangible fixed assets               |          | -              | -              |
| Investment assets                   |          | 651            | 651            |
|                                     |          | <u>651</u>     | <u>651</u>     |
| <b>CURRENT ASSETS</b>               |          |                |                |
| Debtors                             | <b>7</b> | -              | -              |
| Central Board of Finance Deposit    |          | 41,861         | 40,561         |
| Cash at bank and in hand            |          | 110,776        | 189,943        |
|                                     |          | <u>152,637</u> | <u>230,504</u> |
| <b>LIABILITIES :</b>                | <b>8</b> |                |                |
| AMOUNTS FALLING DUE WITHIN ONE YEAR |          | 8,206          | 76,718         |
| NET CURRENT ASSETS                  |          | <u>144,431</u> | <u>153,786</u> |
| NET ASSETS                          |          | <u>145,082</u> | <u>154,437</u> |
| <b>FUNDS</b>                        | <b>9</b> |                |                |
| Unrestricted - General              |          | 51,983         | 75,123         |
| - Designated                        |          | 6,580          | 5,014          |
| Restricted                          |          | 86,519         | 74,300         |
|                                     |          | <u>145,082</u> | <u>154,437</u> |

The notes on pages 13 to 18 form part of these financial statements

Approved by the Parochial Church Council on 14.04.2024



Rev P Maddox  
PCC Chair



D Morgan  
Churchwarden

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

### 1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

#### Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Other funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds represent the funds which have accumulated from money which has been given for a particular purpose or invited by the PCC for a specific purpose. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

#### Incoming resources

##### *Voluntary income and capital sources*

Collections are recognised when received by or on behalf of the PCC

Planned giving receivable under covenant is recognised only when received

Income tax recoverable on covenants or gift aid donations is recognised when the income to which it relates is received.

##### *Other ordinary income*

Rental income from the letting of the church premises is recognised when received.

##### *Income from investments*

Dividends and interest are accounted for when received.

#### Resources used

##### *Donations*

Donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church.

The diocesan quota or parish share is accounted for when payable.

#### Fixed assets

##### *Consecrated land and buildings, the Church Hall and movable church furnishings*

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

The retention of the Church Hall is bound up with the worship, mission and ministry of the Church and is considered to be 'operationally inalienable' and is also excluded from the accounts.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

##### *Other fixtures fittings and office equipment*

Equipment used within the church premises is depreciated on a straight-line basis over 2 to 10 years.

#### Investments

Investments are carried at their book cost at 31 December.

#### Net current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors.

Short - term deposits include cash held on deposit with the Church Board of Finance of the Church of England.

Amounts owed by the PCC at 31 December in respect of expenses and church maintenance are shown as creditors.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**For the year ended 31 December 2023**

**2 INCOMING RESOURCES**

|  | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2023 | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2022 |
|--|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|  | £                     | £                   | £                      | £                     | £                   | £                      |
| 2(a) <i>Incoming resources from donors</i>               |                       |                     |                        |                       |                     |                        |
| Planned giving :   |                       |                     |                        |                       |                     |                        |
| Gift Aided and non-Gift Aided                            | 48,351                | -                   | 48,351                 | 62,198                | -                   | 62,198                 |
| Income tax recoverable on Gift Aid                       | 11,859                | -                   | 11,859                 | 13,743                | -                   | 13,743                 |
| Collections at all services                              | 2,304                 | -                   | 2,304                  | 2,383                 | -                   | 2,383                  |
| Donations, appeals, subscriptions                        | 12,209                | 25,473              | 37,682                 | 20,519                | 268,428             | 288,947                |
|  | <u>74,723</u>         | <u>25,473</u>       | <u>100,196</u>         | <u>98,843</u>         | <u>268,428</u>      | <u>367,271</u>         |
| 2(b) <i>Other voluntary income</i>                       |                       |                     |                        |                       |                     |                        |
| Contributions to Rectory Gas                             | 224                   | -                   | 224                    | 1,000                 | -                   | 1,000                  |
| Social & Fundraising                                     | 881                   | -                   | 881                    | 1,970                 | -                   | 1,970                  |
|  | <u>1,105</u>          | <u>-</u>            | <u>1,105</u>           | <u>2,970</u>          | <u>-</u>            | <u>2,970</u>           |
| 2(c) <i>Income from charitable and ancillary trading</i> |                       |                     |                        |                       |                     |                        |
| Church Hall shop & Coffee Bar                            | 789                   | -                   | 789                    | 499                   | -                   | 499                    |
| Church Hall hire   | 12,791                | -                   | 12,791                 | 8,776                 | -                   | 8,776                  |
| Incoming Fees for Church Heating                         | 100                   | -                   | 100                    | 300                   | -                   | 300                    |
| Fees   | 5,024                 | -                   | 5,024                  | 9,478                 | -                   | 9,478                  |
|  | <u>18,704</u>         | <u>-</u>            | <u>18,704</u>          | <u>19,053</u>         | <u>-</u>            | <u>19,053</u>          |
| 2(d) <i>Income from investments</i>                      |                       |                     |                        |                       |                     |                        |
| Dividends  | -                     | 268                 | 268                    | -                     | 236                 | 236                    |
| Interest received on deposits                            | 1,674                 | -                   | 1,674                  | 534                   | -                   | 534                    |
|  | <u>1,674</u>          | <u>268</u>          | <u>1,942</u>           | <u>534</u>            | <u>236</u>          | <u>770</u>             |
| <b>TOTAL INCOMING RESOURCES</b>                          | <u>96,206</u>         | <u>25,741</u>       | <u>121,947</u>         | <u>121,400</u>        | <u>268,664</u>      | <u>390,064</u>         |

## NOTES TO THE FINANCIAL STATEMENTS (continued )

For the year ended 31 December 2023

## 3 RESOURCES USED

|  | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2023 | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>2022 |
|--|-----------------------|---------------------|------------------------|-----------------------|---------------------|------------------------|
|  | £                     | £                   | £                      | £                     | £                   | £                      |
| 3(a) <i>Missionary and charitable giving :</i>                     |                       |                     |                        |                       |                     |                        |
| Missions   | -                     | 5,501               | 5,501                  | -                     | 4,726               | 4,726                  |
| Sustainability   | -                     | 63                  | 63                     | -                     | -                   | -                      |
| Youth Worker   | -                     | 100                 | 100                    | -                     | -                   | -                      |
| Community Sponsorship  | -                     | 374                 | 374                    | -                     | 1,769               | 1,769                  |
|  | -                     | 6,038               | 6,038                  | -                     | 6,495               | 6,495                  |
| 3(b) <i>Activities directly relating to the work of the Church</i> |                       |                     |                        |                       |                     |                        |
| Ministry : parish share  | 56,511                | -                   | 56,511                 | 56,994                | -                   | 56,994                 |
| clergy expenses  | 50                    | -                   | 50                     | 976                   | -                   | 976                    |
| fees   | 5,810                 | -                   | 5,810                  | 6,886                 | -                   | 6,886                  |
| Church running expenses  |                       |                     |                        |                       |                     |                        |
| insurance  | 7,144                 | -                   | 7,144                  | 6,130                 | -                   | 6,130                  |
| heat, light and water  | 12,161                | -                   | 12,161                 | 7,501                 | -                   | 7,501                  |
| repairs, maintenance & improvements                                | 1,109                 | 9,903               | 11,012                 | 961                   | 254,656             | 255,617                |
| upkeep of services   | 9                     | -                   | 9                      | -                     | -                   | -                      |
| Rectory Gas  | 1,484                 | -                   | 1,484                  | 664                   | -                   | 664                    |
| Organ, Choir & Music Group   | 3,552                 | -                   | 3,552                  | 4,319                 | -                   | 4,319                  |
| Church Hall - running expenses                                     | 11,909                | -                   | 11,909                 | 9,735                 | -                   | 9,735                  |
| Church Hall shop & Coffee Bar                                      | 106                   | -                   | 106                    | -                     | -                   | -                      |
| Resources  | 699                   | 39                  | 738                    | 395                   | 250                 | 645                    |
| Gifts and Hospitality  | 638                   | -                   | 638                    | 1,956                 | -                   | 1,956                  |
| Disabled Access  |                       | 340                 | 340                    |                       |                     |                        |
|  | 101,182               | 9,942               | 111,464                | 96,517                | 254,906             | 351,423                |
| 3 (c) <i>Fund - raising and publicity</i>                          |                       |                     |                        |                       |                     |                        |
| Publicity and other expenses                                       | -                     | -                   | -                      | 294                   | -                   | 294                    |
| 3 (d) <i>Church management and administration</i>                  |                       |                     |                        |                       |                     |                        |
| Office Running Costs   | 1,307                 | -                   | 1,307                  | 1,014                 | -                   | 1,014                  |
| Secretarial assistance   | 11,147                | -                   | 11,147                 | 10,552                | -                   | 10,552                 |
| Bank charges   | 271                   | -                   | 271                    | 290                   | -                   | 290                    |
| Other administrative charges                                       | 1,074                 | -                   | 1,074                  | 982                   | -                   | 982                    |
|  | 13,799                | -                   | 13,799                 | 12,838                | -                   | 12,838                 |
| <b>TOTAL RESOURCES USED</b>  | <b>114,981</b>        | <b>15,980</b>       | <b>131,301</b>         | <b>109,649</b>        | <b>261,401</b>      | <b>371,050</b>         |

The total Salaries paid in 2023 was £13,837 (2022 £13,028) for Secretarial Assistance and Hall Cleaning.

No trustees or connected persons were paid any monies with the exception of reimbursement of expenses for items purchased on behalf of the PCC.

Other administrative charges include salary administration £462 (2022 £504) and an Independent Examination fee of £564 (2022 £564)

## NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2023

## 4 SUMMARY OF INTERNAL TRANSFERS 2023

|   | Unrestricted Funds |            | Restricted Funds |
|---|--------------------|------------|------------------|
|   | General            | Designated |                  |
| PCC Donation to Missions Committee      | (1,000)            | -          | 1,000            |
| PCC Donation to Missions for Latin Link | (1,800)            | -          | 1,800            |
| PCC Advance to Audiovisual System       | -                  | -          | -                |
| Legacy & Memorial (Designated) to PCC   | -                  | -          | -                |
| PCC Donation to Organ Fund              | -                  | -          | -                |
|   | <u>(2,800)</u>     | <u>-</u>   | <u>2,800</u>     |

## SUMMARY OF INTERNAL TRANSFERS 2022

|   | Unrestricted Funds |            | Restricted Funds |
|---|--------------------|------------|------------------|
|   | General            | Designated |                  |
| PCC Donation to Missions Committee      | (1,018)            | -          | 1,018            |
| PCC Donation to Missions for Latin Link | (1,800)            | -          | 1,800            |
| Legacy & Memorial (Designated) to PCC   | -                  | -          | -                |
| PCC Donation to Organ Fund              | (500)              | -          | 500              |
|   | <u>(3,318)</u>     | <u>-</u>   | <u>3,318</u>     |

## 5 FIXED ASSETS FOR USE BY THE PCC

|                                    | Fixtures and Equipment |
|------------------------------------|------------------------|
|                                    | £                      |
| <i>Tangible fixed assets</i>       |                        |
| <b>GROSS BOOK VALUE</b>            |                        |
| At 1 January 2023                  | 57,326                 |
| Additions in the year              | -                      |
| Disposals and Revaluations in year | -                      |
| At 31 December 2023                | <u>57,326</u>          |
| <b>DEPRECIATION</b>                |                        |
| At 1 January 2023                  | 57,326                 |
| Provided in the year               | -                      |
| At 31 December 2023                | <u>57,326</u>          |
| <b>NET BOOK VALUE</b>              |                        |
| At 31 December 2023                | -                      |
| At 31 December 2022                | -                      |

Fixtures and equipment comprise the contents of the Church Hall which are held by the PCC for continuing use in its work, and lighting and fittings and equipment installed in the Church. The contents of the Hall were acquired from PCC funds or by gift.

The Church gas boiler, lighting and fittings were acquired using amounts collected into the Fabric, Restoration and Legacies & Memorials Funds.

*Investment assets*

Investments were held at 31 December 2023 and 31 December 2022.

These investments were enabled by specific bequests in previous years.

427 shares are held in the CBF's Investment Fund in the UK - At 31 December 2023 Historical Cost £550 (2022 £550)

Market value £9,652 (2022 £8,816).

In addition, at 31 December 2023, £101 was held in the deposit fund. (2022 £101).

## 6 ANALYSIS OF NET ASSETS BY FUND

|                | Unrestricted Funds | Restricted Funds | Total Funds    | Unrestricted Funds | Restricted Funds | Total Funds    |
|----------------|--------------------|------------------|----------------|--------------------|------------------|----------------|
|                | £                  | £                | 2023<br>£      | £                  | £                | 2022<br>£      |
| Fixed assets   | -                  | 651              | 651            | -                  | 651              | 651            |
| Current assets | 62,611             | 90,026           | 152,637        | 89,216             | 141,288          | 230,504        |
| Liabilities    | (4,048)            | (4,158)          | (8,206)        | (9,079)            | (67,639)         | (76,718)       |
|                | <u>58,563</u>      | <u>86,519</u>    | <u>145,082</u> | <u>80,137</u>      | <u>74,300</u>    | <u>154,437</u> |

## 7 DEBTORS

|             | Unrestricted Funds | Restricted Funds | Total Funds | Unrestricted Funds | Restricted Funds | Total Funds |
|-------------|--------------------|------------------|-------------|--------------------|------------------|-------------|
|             | £                  | £                | 2023<br>£   | £                  | £                | 2022<br>£   |
| Prepayments | -                  | -                | -           | -                  | -                | -           |

8 LIABILITIES  
AMOUNTS FALLING DUE WITHIN ONE YEAR

|                              | Unrestricted Funds | Restricted Funds | Total Funds | Unrestricted Funds | Restricted Funds | Total Funds |
|------------------------------|--------------------|------------------|-------------|--------------------|------------------|-------------|
|                              | £                  | £                | 2023<br>£   | £                  | £                | 2022<br>£   |
| Accruals and deferred income | 4,048              | 4,158            | 8,206       | 9,079              | 67,639           | 76,718      |



## NOTES TO THE FINANCIAL STATEMENTS (continued )

For the year ended 31 December 2023

## 9 FUND DETAILS

| FUND DETAILS 2023                              |  | Balance at<br>1/1/2023 | Income /<br>Donations | Dividends /<br>Interest | Costs /<br>Transfers | Balance at<br>31/ 12/ 2023 |
|--|--|------------------------|-----------------------|-------------------------|----------------------|----------------------------|
| <b>RESTRICTED FUNDS IN SURPLUS AT END 2023</b> |  |                        |                       |                         |                      |                            |
| Tower  |  | 2,549                  | 100                   | -                       | (210)                | 2,439                      |
| Robes & Vestment                               |  | 140                    | -                     | -                       | -                    | 140                        |
| Missions                                       |  | 418                    | 2,701                 | -                       | (2,701)              | 418                        |
| Churchyard                                     |  | 57                     | -                     | 36                      | -                    | 93                         |
| Choir Scholarships                             |  | 162                    | -                     | -                       | -                    | 162                        |
| Community Sponsorship                          |  | 1,573                  | -                     | -                       | (374)                | 1,198                      |
| Remembrance                                    |  | 315                    | -                     | -                       | -                    | 315                        |
| Youth  |  | 98                     | -                     | -                       | (39)                 | 59                         |
| Sustainability                                 |  | 136                    | 100                   | -                       | (63)                 | 173                        |
| Audiovisual System                             |  | 986                    | 100                   | -                       | (3,510)              | (2,425)                    |
| Fabric   |  | 40,483                 | -                     | 228                     | -                    | 40,711                     |
| Youth Worker (Restricted)                      |  | 4,181                  | -                     | -                       | (100)                | 4,081                      |
| Organ  |  | 2,131                  | 120                   | 4                       | -                    | 2,255                      |
| Nave & Chancel Roof                            |  | 20,421                 | 22,352                | -                       | (6,183)              | 36,589                     |
| Endowments                                     |  | 651                    | -                     | -                       | -                    | 651                        |
| Disabled Access                                |  | -                      | -                     | -                       | (340)                | (340)                      |
| <b>TOTAL RESTRICTED</b>                        |  | <b>74,301</b>          | <b>25,473</b>         | <b>268</b>              | <b>(13,180)</b>      | <b>86,519</b>              |
| <b>UNRESTRICTED</b>                            |  |                        |                       |                         |                      |                            |
| Designated Funds                               |  |                        |                       |                         |                      |                            |
| Church Hall                                    |  | 5,014                  | 13,581                | -                       | (12,015)             | 6,580                      |
| Legacy & Memorial                              |  | -                      | -                     | -                       | -                    | -                          |
| <b>SUBTOTAL</b>                                |  | <b>5,014</b>           | <b>13,581</b>         | <b>-</b>                | <b>(12,015)</b>      | <b>6,580</b>               |
| General  |  | 75,123                 | 80,951                | 1,674                   | (105,765)            | 51,983                     |
| <b>TOTAL UNRESTRICTED</b>                      |  | <b>80,137</b>          | <b>94,532</b>         | <b>1,674</b>            | <b>(117,780)</b>     | <b>58,563</b>              |
| <b>TOTAL FUNDS</b>                             |  | <b>154,438</b>         | <b>120,005</b>        | <b>1,942</b>            | <b>(130,960)</b>     | <b>145,082</b>             |

| FUND DETAILS 2022                              |  | Balance at<br>1/1/2022 | Income /<br>Donations | Dividends /<br>Interest | Costs /<br>Transfers | Balance at<br>31/ 12/ 2022 |
|--|--|------------------------|-----------------------|-------------------------|----------------------|----------------------------|
| <b>RESTRICTED FUNDS IN SURPLUS AT END 2022</b> |  |                        |                       |                         |                      |                            |
| Tower  |  | 2,612                  | 170                   | -                       | (233)                | 2,549                      |
| Robes & Vestment                               |  | 140                    | -                     | -                       | -                    | 140                        |
| Missions                                       |  | 344                    | 1,982                 | -                       | (1,908)              | 418                        |
| Churchyard                                     |  | 21                     | 27                    | 9                       | -                    | 57                         |
| Choir Scholarships                             |  | 162                    | -                     | -                       | -                    | 162                        |
| Community Sponsorship                          |  | 3,341                  | -                     | -                       | (1,769)              | 1,572                      |
| Remembrance                                    |  | 314                    | -                     | -                       | -                    | 314                        |
| Youth  |  | 328                    | 20                    | -                       | (250)                | 98                         |
| Sustainability                                 |  | 124                    | 12                    | -                       | -                    | 136                        |
| Audiovisual System                             |  | 1,634                  | 700                   | -                       | (1,349)              | 985                        |
| Fabric   |  | 39,256                 | 1,000                 | 227                     | -                    | 40,483                     |
| Youth Worker (Restricted)                      |  | 4,181                  | -                     | -                       | -                    | 4,181                      |
| Organ  |  | 971                    | 660                   | 1                       | 500                  | 2,132                      |
| Nave & Chancel Roof                            |  | 9,638                  | 263,858               | -                       | (253,074)            | 20,422                     |
| Endowments                                     |  | 651                    | -                     | -                       | -                    | 651                        |
| <b>TOTAL RESTRICTED</b>                        |  | <b>63,717</b>          | <b>268,429</b>        | <b>237</b>              | <b>(258,083)</b>     | <b>74,300</b>              |
| <b>UNRESTRICTED</b>                            |  |                        |                       |                         |                      |                            |
| Designated Funds                               |  |                        |                       |                         |                      |                            |
| Church Hall                                    |  | 5,474                  | 9,275                 | -                       | (9,735)              | 5,014                      |
| Legacy & Memorial                              |  | -                      | -                     | -                       | -                    | -                          |
| <b>SUBTOTAL</b>                                |  | <b>5,474</b>           | <b>9,275</b>          | <b>-</b>                | <b>(9,735)</b>       | <b>5,014</b>               |
| General  |  | 66,231                 | 111,590               | 534                     | (103,232)            | 75,123                     |
| <b>TOTAL UNRESTRICTED</b>                      |  | <b>71,705</b>          | <b>120,865</b>        | <b>534</b>              | <b>(112,967)</b>     | <b>80,137</b>              |
| <b>TOTAL FUNDS</b>                             |  | <b>135,422</b>         | <b>389,294</b>        | <b>771</b>              | <b>(371,050)</b>     | <b>154,437</b>             |

**NOTES TO THE FINANCIAL STATEMENTS (continued )**  
**For the year ended 31 December 2023**

**9 FUND DETAILS**  
**(continued)**

**FUND DESCRIPTIONS**

| <b>Fund Name</b>          | <b>Type</b>  | <b>Purpose &amp; Restrictions</b>   |
|---------------------------|--------------|---|
| General                   | Unrestricted | General Fund for PCC  |
| Church Hall               | Unrestricted | Designated Fund for Church Hall Maintenance   |
| Legacy & Memorials        | Unrestricted | Designated Fund for Legacies donated to PCC, now closed                                   |
| Tower                     | Restricted   | For provision of work to maintain the Tower and Bells.                                    |
| Robes & Vestment          | Restricted   | For the provision of Robes and Vestments  |
| Missions                  | Restricted   | Funds which have been raised by Missions Committee for causes outside St. Marys           |
| Churchyard                | Restricted   | For the upkeep of the Churchyard and monuments within the churchyard                      |
| Choir Scholarships        | Restricted   | For the provision of Choir Scholarships   |
| Community Sponsorship     | Restricted   | To support the community sponsorship programme  |
| Remembrance               | Restricted   | For the provision of updating and maintaining the Book of Remembrance and other memorials |
| Youth                     | Restricted   | For the provision of Youth based work at St. Marys  |
| Sustainability            | Restricted   | For promoting and implementing changes to support the environment                         |
| Audiovisual System        | Restricted   | Funds collected via Fees for the upkeep of the Audiovisual System                         |
| Fabric                    | Restricted   | Funds for the provision of the upkeep of the Fabric of St. Marys                          |
| Youth Worker (Restricted) | Restricted   | Funds which are collected specifically to support the joint Baldock Youth Worker.         |
| Organ                     | Restricted   | For the upkeep of the Organ   |
| Nave & Chancel Roof       | Restricted   | For the renovation of the Nave and Chancel roof   |
| Endowments                | Restricted   | Investments enabled by specific bequests in previous years                                |

Funds in the Legacy & Memorial Fund have been returned to the General Fund. As a consequence, the General Fund is no longer in deficit.

**10 CAPITAL COMMITMENTS**

At 31st December 2023 the PCC had no capital commitments.

## **Independent examiner's report to the PCC of the Ecclesiastical Parish of St Mary the Virgin, Baldock**

I report to the PCC on my examination of the accounts of the Ecclesiastical Parish of St Mary the Virgin, Baldock (the Church) for the year ended 31 December 2023.

### **Responsibilities and basis of report**

As the PCC of the Church you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

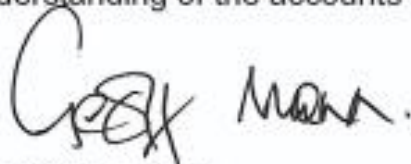
I report in respect of my examination of the Church's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Church as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Geoff Mann FCIE  
Dee House  
Highworth Avenue  
Cambridge